



CONTINUOUS RECRUITMENT EXAMINATION OPEN TO THE PUBLIC SOCIAL WORKER (SOCIAL AND HUMAN SERVICES)

ANNUAL \$61,124
SALARY: \$77,795

SALARY
GROUP: SH 24

APPLICATION CLOSING
DATE: SEE BELOW

EXAM
NO: 052230CRPD

(REISSUED WITH TEST DATES FOR 2011)

PURPOSE OF CLASS: In a state agency or institution this class is accountable for the provision of intensive supportive social case work services to an assigned caseload of individuals and families.

MINIMUM QUALIFICATIONS REQUIRED

IN ORDER TO BE CONSIDERED FOR THIS EXAMINATION, YOU MUST INDICATE ON YOUR APPLICATION THAT YOU HAVE THE FOLLOWING EXPERIENCE AND TRAINING BY THE CLOSING DATE:

GENERAL EXPERIENCE: A Master's degree in social work or a closely related field OR a Bachelor's degree in social work or a closely related field and two years of experience in the self directed use of case management techniques and counseling to sustain or restore client functioning OR a Bachelor's degree and three years of experience in the self directed use of case management techniques and counseling to sustain or restore client functioning.

NOTES:

1. Closely related fields are: applied sociology, child development, child welfare, clinical psychology, counseling, human development and family studies, human service, marriage and family therapy, nursing, social and/or human services, education and criminal justice.
2. For positions at the Department of Children and Families a degree in a closely related field is required.
3. **Qualifying experience at this level includes the use of professional interviewing techniques, provision of skilled counseling to an assigned client caseload and assessment of basic client needs (nutritional, environmental, financial, medical, protective service) through continuing personal observation during home visits.**

SUBSTITUTION ALLOWED: For state employees successful **completion** of the Social Worker Trainee program may be substituted for the General Experience.

SPECIAL REQUIREMENTS: (1) Candidates cannot be appointed until all degree requirements are completed. (2) Commission on the Deaf and Hearing Impaired: Incumbents in this class must be able to communicate fluently in American Sign Language. (3) Incumbents in this class may be required to speak a foreign language. (4) Incumbents in this class may be required to travel.

KNOWLEDGE, SKILLS AND ABILITIES (KSA's): Considerable knowledge of principles, techniques and methods of professional social work; considerable knowledge of various economic, emotional, medical, psychological and social factors influencing attitudes and behavior of individuals and families; knowledge of community resources available to individuals and families; considerable interpersonal skills; considerable oral and written communication skills; considerable ability to interpret and apply social work policies; considerable ability to prepare clear and concise reports and case histories.

THE EXAMINATION WILL BE COMPOSED OF:
(Exam questions will cover KSA's listed above.)

PART
WRITTEN

WEIGHT
100%

APPLICATION INSTRUCTIONS AND TEST DATES: In order to be considered for admittance into this examination, you must complete all parts of the examination application (PLD-1) detailing how you meet the minimum experience and training requirements stated above. Make certain your application form clearly details your employment history, including job titles, dates of employment and actual job duties as well as college degrees earned and current licenses and certifications. **Be specific in describing your responsibilities: (1) conducting home visits; (2) providing skilled counseling to an assigned client caseload to sustain or restore client functioning; and (3) assessment of protective service, nutritional, environmental, financial and medical needs of clients.** **Applications must be date stamped by DAS/Human Resources or postmarked by FEBRUARY 17, 2011 for the MARCH 30, 2011 test date; by JULY 6, 2011 for the AUGUST 12, 2011 test date; and by OCTOBER 17, 2011 for the NOVEMBER 30, 2011 test date. (Reserve the day as the exam may be scheduled in the morning or afternoon.)** Mail applications to DAS/Human Resources, Room 404, State Office Building, 165 Capitol Avenue, Hartford, Connecticut 06106-1658 (Secure Fax #860-622-2840). If faxing materials make certain that your application form is complete and transmitted correctly and without error. Incomplete faxes or faxes received blank because pages were faxed upside down will not be accepted. Due to the large number of applications received, we cannot confirm receipt of applications. Applicants must meet the experience and training requirements by the closing date for the exam administration they are applying for. **A separate application form must be submitted for each exam you are applying for.**

FORMS: Application forms (CT-HR-12) and exam announcements are available from the Department of Administrative Services (<http://das.ct.gov/employment>) and at the Offices of the Connecticut State Job Centers.

(revised December 10, 2010)

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.